

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

PARKER AUTOMOTIVE METROPOLITAN DISTRICT

Held: October 29, 2020, at 8:00 A.M. at 4100 East Mississippi Avenue, Suite 500, Glendale, Colorado 80246

Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders, issued by the Colorado Department of Health and Environment (CDPHE), and the threat posed by the COVID-19 coronavirus, the public attendance was held via teleconference

**ATTENDANCE**

The meeting was held in accordance with the laws of the State of Colorado. The following directors were in attendance:

Patrick Schmitz  
Andrew R. Klein

Also present were: Jennifer Gruber Tanaka, Esq., White Bear Ankele Tanaka & Waldron, District General Counsel; and John Simmons, Simmons & Wheeler, District Accountant.

**ADMINISTRATIVE MATTERS**

Call to Order

The meeting was called to order.

Declaration of Quorum and Confirmation of Director Qualifications

Ms. Tanaka noted that a quorum for the Board was present and that the directors had confirmed their qualification to serve.

Reaffirmation of Disclosures of Potential or Existing Conflicts of Interest

Ms. Tanaka advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Tanaka reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Tanaka noted that a quorum was present and inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures

were noted. The Board determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Approval of Agenda

Ms. Tanaka presented the Board with the proposed agenda for the meeting. Upon motion of Mr. Klein, seconded by Mr. Schmitz, the Board unanimously approved the agenda as presented.

Excusal of Absence

The Board noted the absence of Mr. Smith. Upon motion of Mr. Klein, seconded by Mr. Schmitz, the Board unanimously excused his absence.

**PUBLIC COMMENT**

None.

**CONSENT AGENDA MATTERS**

The Board was presented with the consent agenda items. Upon motion of Mr. Klein, seconded by Mr. Schmitz, the Board unanimously took the following actions:

- a. Approved the Minutes from July 20, 2020 Special Meeting
- b. Ratified the Payment of Claims as of October 29, 2020 (\$7,165.50)
- c. Accepted the Unaudited Financial Statements as of September 30, 2020
- d. Approved the Additional Claims as of October 29, 2020 (\$0)
- e. Adopted Resolution No. 2020-10-01: 2021 Annual Administrative Resolution
- f. Approved the Contract with Heatherly Creative, LLC for Website Services
- g. Approved the Engagement Letter with Fiscal Focus Partners LLC for 2020 Audit Services

**FINANCIAL MATTERS**

Public Hearing on 2021 Budget and Consider Adoption of Resolution No. 2020-10-02: Adopting Budget, Imposing Mill Levy and Appropriating Funds

Mr. Smith opened the public hearing on the 2021 budget. Ms. Tanaka noted that notice of the hearing was provided in accordance with Colorado law and no objections were received prior to the hearing. There being no public comment, the public hearing was closed.

Upon motion of Mr. Schmitz, seconded by Mr. Klein, the Board unanimously approved the budget and adopted Resolution No. 2020-10-02: Adopting Budget, Imposing Mill Levy and Appropriating Funds.

Discuss and Consider Use of Bill.Com for Processing of District Claims

Mr. Simmons discussed bill.com with the Boards for the processing of the payment of claims. The Board decided not to pursue bill.com at this time.

**LEGAL MATTERS**

None.

**OTHER BUSINESS**

Next Meeting

The Board determined to hold the next meeting on July 29, 2021 at 8:00 A.M.

**ADJOURNMENT**

There being no further business to come before the Board, upon motion, second and unanimous vote, the meeting was adjourned.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.



Andrew Klein (Aug 2, 2021 09:24 MDT)

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Secretary for the District